



# Rate Relief for Small Post Offices

**The Small Business Rate Relief Scheme is a Government scheme that includes enhanced rate relief for post offices.** The aim is to help maintain services in disadvantaged areas, particularly our smaller independent post offices.

This fact sheet answers any questions that you may have about the scheme.

If you require this fact sheet in a different language or format, please dial **0300 200 7801** (calls charged at local rate). Dial **18001 0300 200 7801** for Text Relay.

## What is the Small Business Rate Relief Scheme?

The Small Business Rate Relief Scheme is a Northern Ireland Government initiative that provides small post offices with rate relief.

## Who is eligible?

Eligibility is based on the net annual value (NAV) of the post office.

There are three levels of Small Business Rate Relief:

1. Post offices with an NAV of £9,000 or less
2. Post offices with an NAV of more than £9,000 but not more than £12,000
3. Post offices with an NAV of more than £12,000 but not more than £15,000

## How do I find out what my NAV limits are?

Go to [www.finance-ni.gov.uk/land-property-services-lps](http://www.finance-ni.gov.uk/land-property-services-lps). The NAV of each property can be found by visiting the Valuation pages. Alternatively this information should be on your rate bill.

## How much relief will I receive?

The amount of relief you receive will be dependent on the net annual value (NAV) of your property:

1. Post offices with an NAV of £9,000 or less are awarded 100% relief
2. Post offices with an NAV of more than £9,000 but not more than £12,000 will receive 50% relief
3. Post offices with an NAV of more than £12,000 but not more than £15,000 will receive 20% relief

## How do I apply?

There is no application procedure for the Small Business Rate Relief.

Instead, relief will be paid automatically by Land & Property Services to all post offices that qualify. This will make sure that all who are eligible will receive the benefit of the rate relief immediately.

## When will I receive the Small Business Rate Relief?

Qualifying post offices will receive the relief on their rates bill and each subsequent annual bill during the life of the scheme.

## Why is NAV used?

It is much easier to administer, for ratepayers and government, than a scheme that is dependent on employment and turnover thresholds. It was decided to use the tried and tested criteria used in the rest of the UK namely NAV thresholds. This means that the scheme is really a small business premises relief scheme.

## Who do I contact for more information?

### WRITE TO US AT:

#### Land & Property Services

Application Based  
Rate Relief Team  
Lanyon Plaza  
7 Lanyon Place  
Town Parks  
BELFAST, BT1 3LP

### VISIT OR TELEPHONE:

Visit

[www.nibusinessinfo.co.uk/rates](http://www.nibusinessinfo.co.uk/rates)

Dial **0300 200 7801** (calls charged at local rate) and ask for the Application based Rate Relief Team

If outside NI, dial  
**+44 28 9049 5794**

Text Relay

**18001 0300 200 7801**